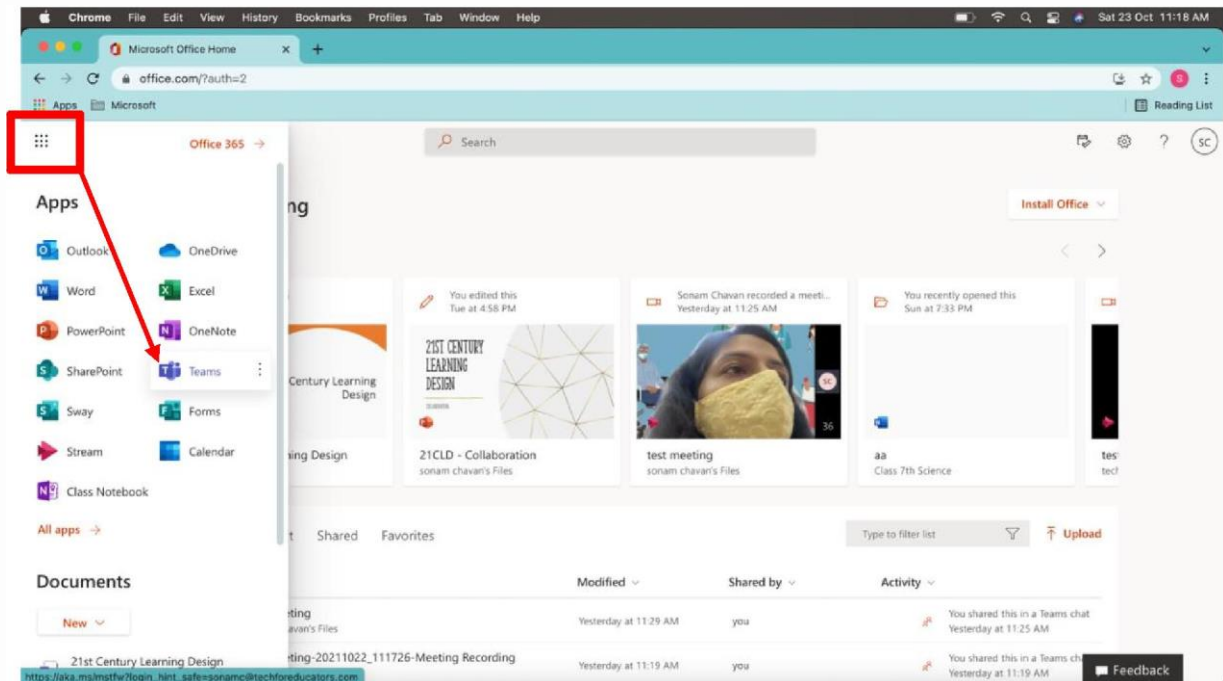
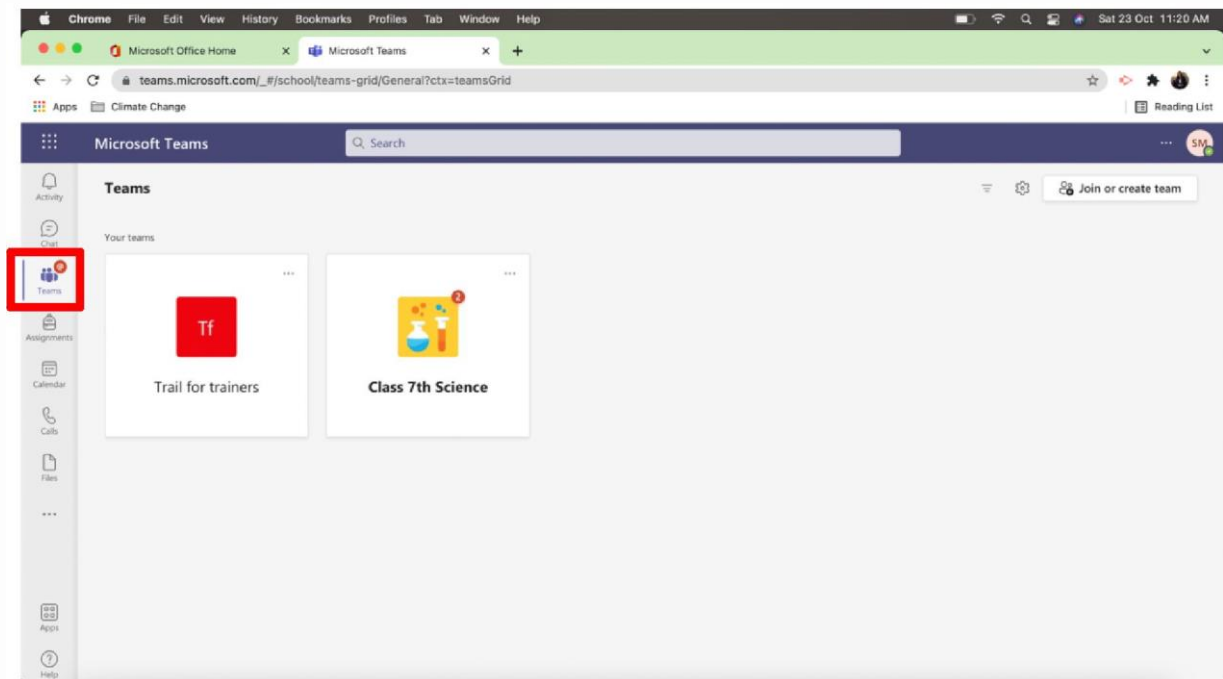


Pre-Classroom Notes - Teams

Step 1: Log in to www.office.com, and enter your username and password shared by us. Click on 9 dots and click on Teams

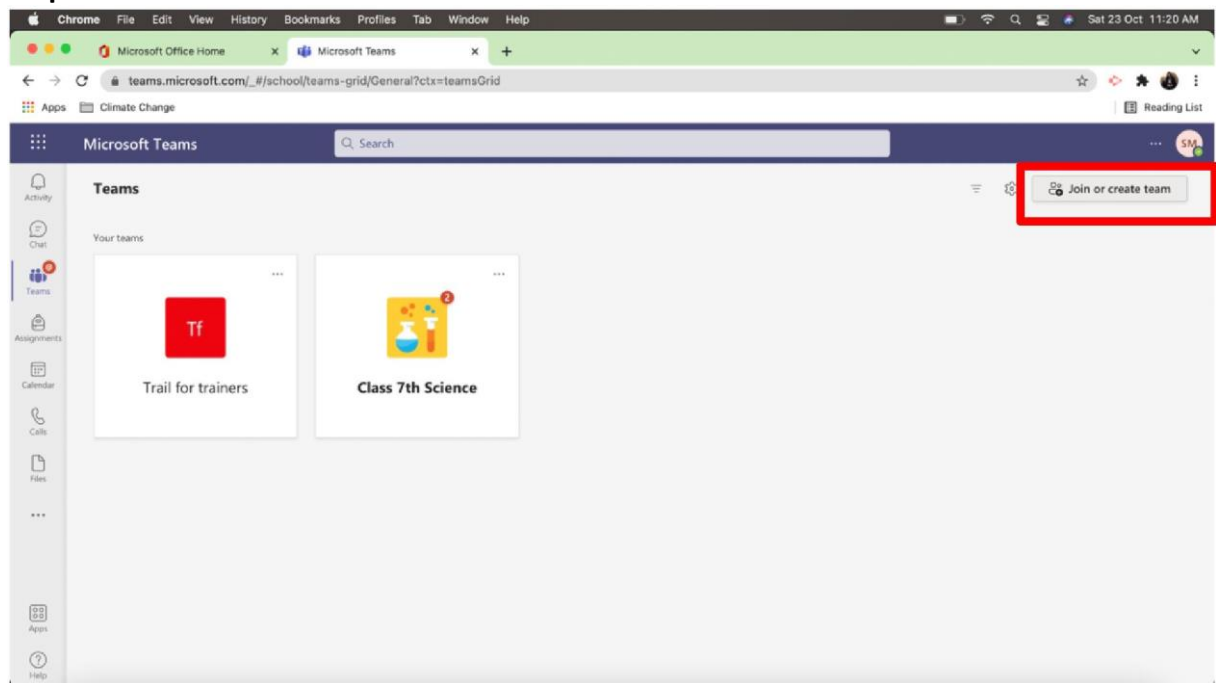


Step 2: Click on Teams on the left panel

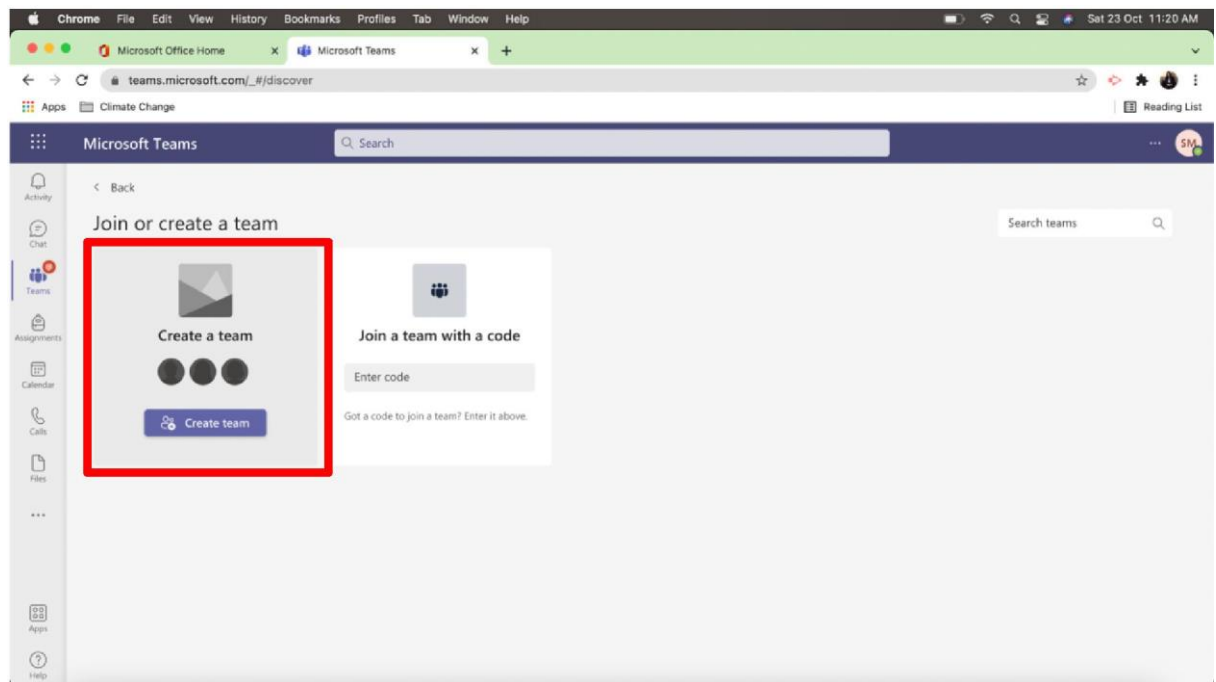




Step 3: Click on Join or Create Team

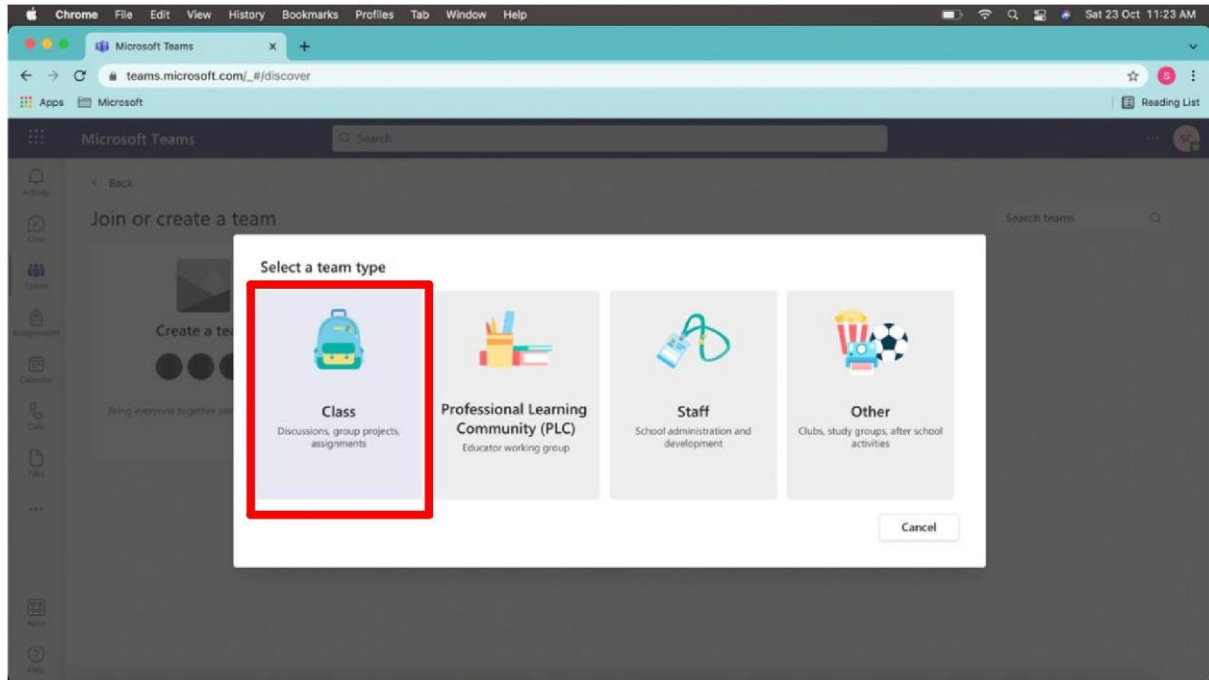


Step 4: Click on create a team

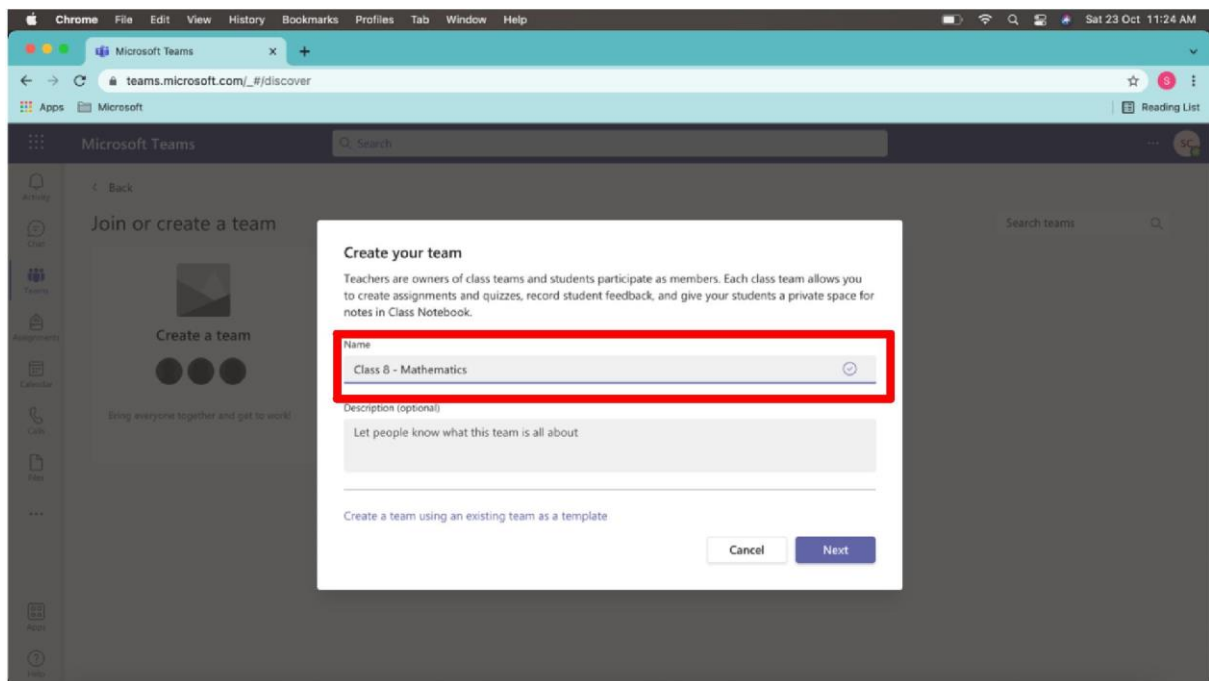




Step 5: Select a team type to “Class”

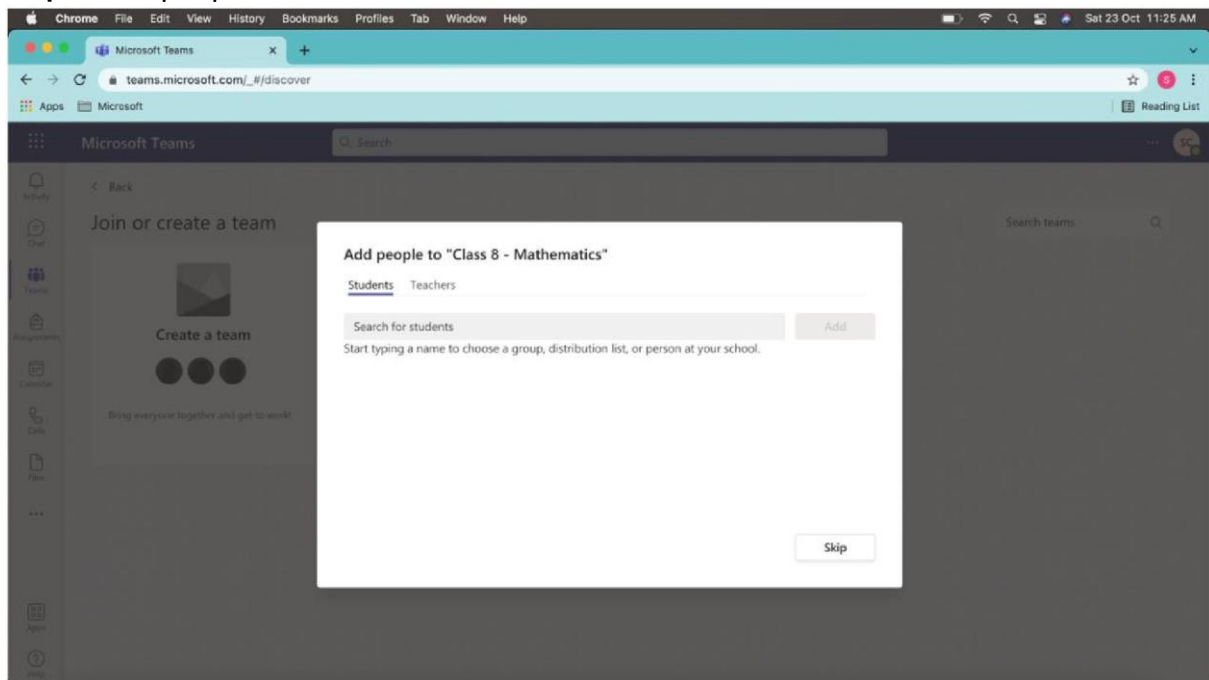


Step 6: Give a name to your team “Class 8 – Mathematics”

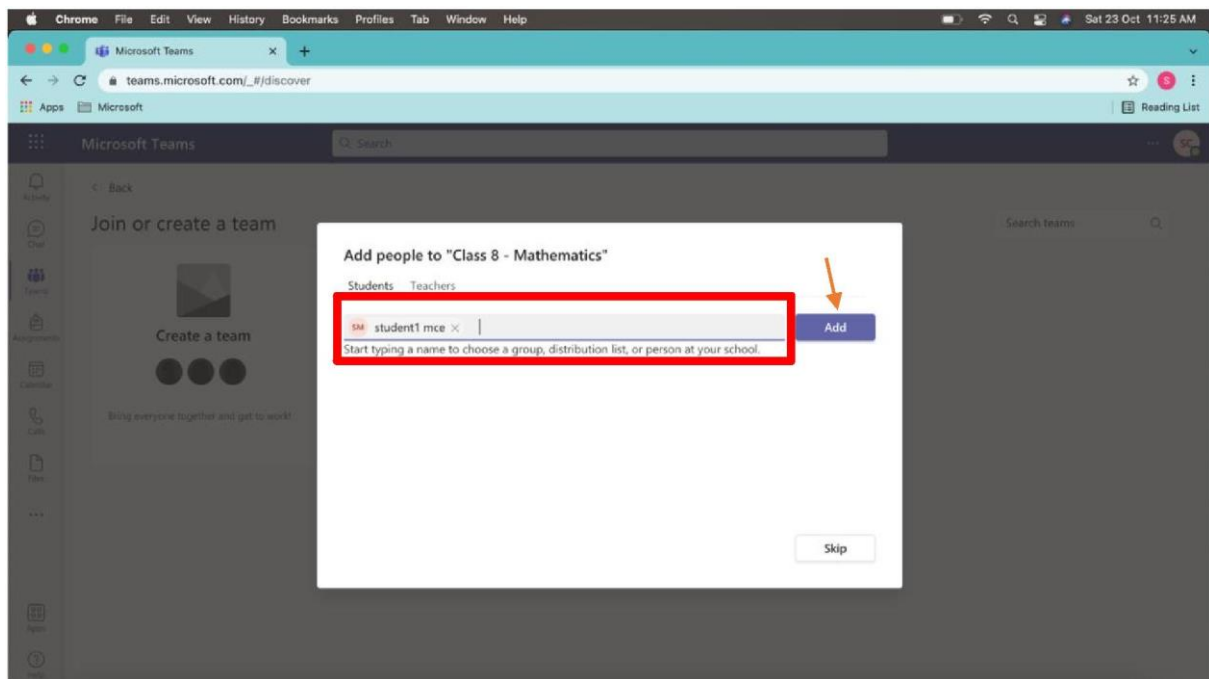




Step 7: Add people to the team. Add Students

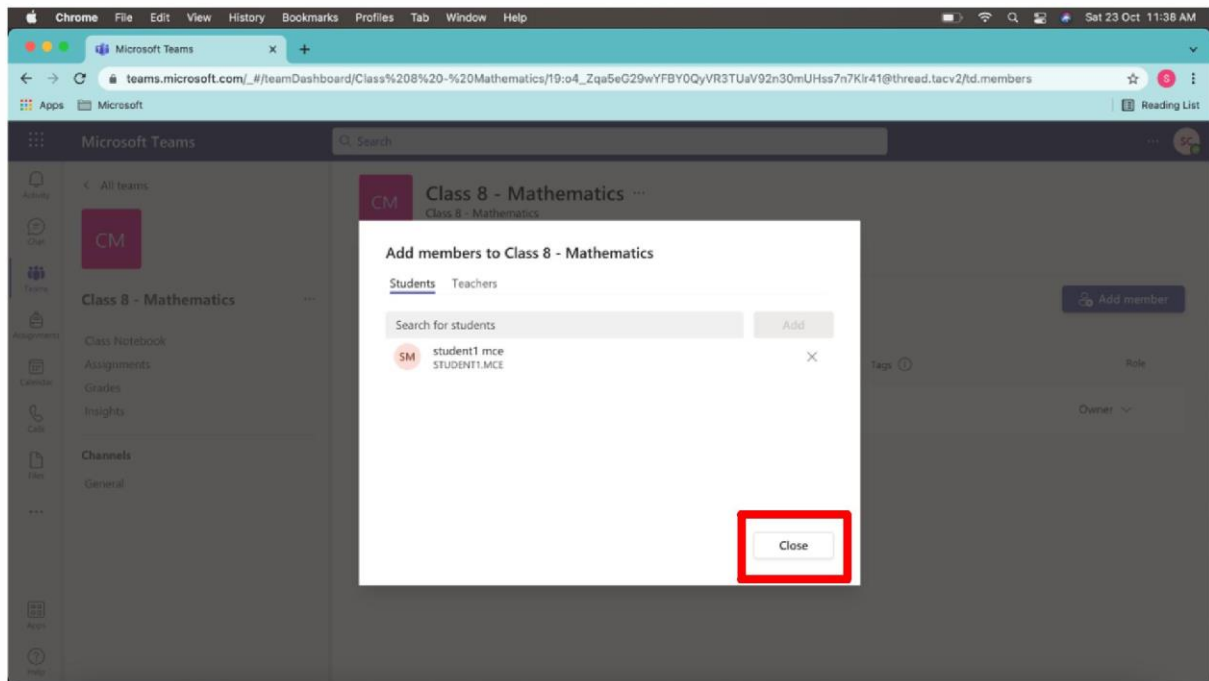


Step 8: Add student1.mce@Learnlike.com as a student to your class. Click "Add"

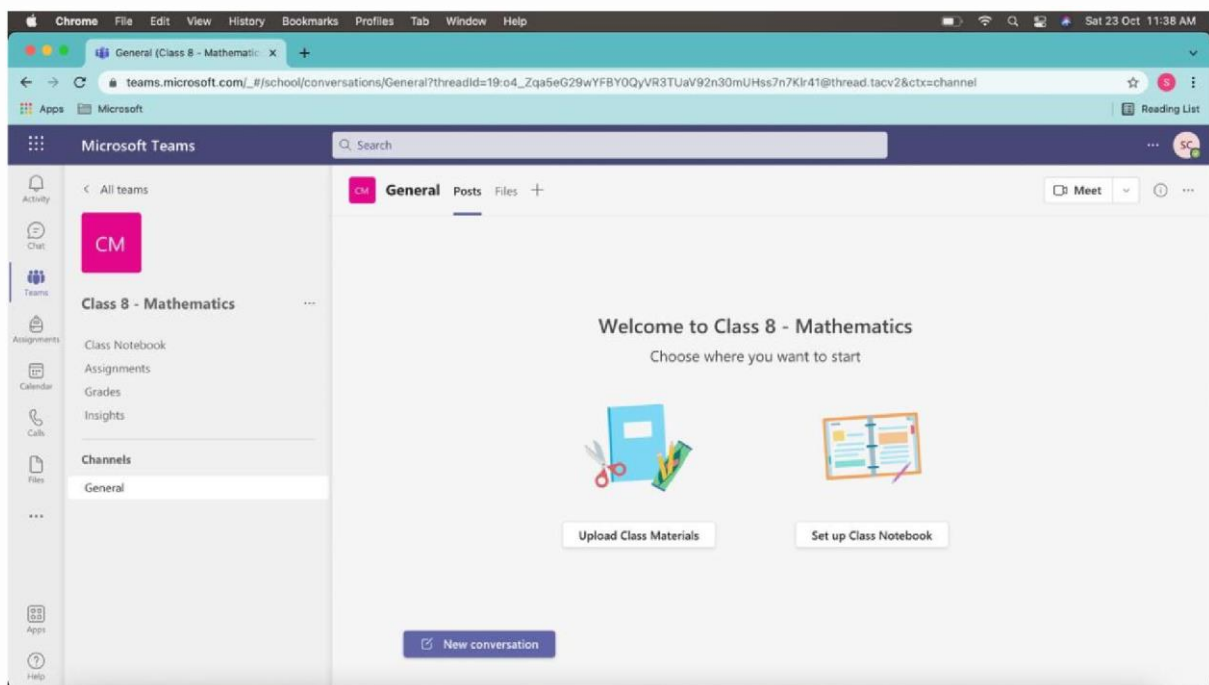




Step 9: Click on “Close”



Step 10: Your Team is now ready



Note: We will learn about more features in the class